

TAB

05CS-581-73

18 April 1973

MEMORANDUM FOR: DD-PERS/Plans & Control
Chief, OTR Language School
Chairman, Language Development Committee

SUBJECT : Interim Qualifications and Language System

REFERENCE : Memo of Agreement, dated 7 Sept. 1972, by C/OP/CD;
Subject: Conversion of Language Proficiency Codes
to a New Scale

1. An interim Qualifications and Language System (CENQUAL) is being developed for implementation during the third quarter of FY-74. This effort is required because the Manpower Control System, Phase II projects, will incorporate new record identifications and data field structures that are incompatible with the existing Qualifications and Language System. The Skills Inventory System, which will contain language, qualification, and training data, is not planned for implementation until Phase IV.

2. The objectives of the interim CENQUAL system are:

a. Make allowance for Phase II record identifications and data field changes.

b. Use a more efficient data entry method. This will eliminate the necessity to retain the outmoded Office of Personnel flexowriters after implementation of Phase II projects.

c. Use third generation programming and hardware capabilities to provide a more efficient processing system.

d. Provide better data and reports.

3. Preliminary analysis indicates the need to adopt the following recommendations:

a. Eliminate the pronunciation and translate/interpret language proficiency factors.

1) Reading, speaking, and understanding are the only factors requiring test evaluation.

2) The writing factor will be retained to indicate claimed language proficiency for Office of Personnel qualification requirements.

b. Provide the years tested for reading, speaking, and understanding language proficiency factors.

1) Individuals are reviewed for language testing on a three-year basis disregarding month and day.

2) Speaking and understanding factors can be identified with the same year, since testing of these factors are conducted at the same time.

3) Elimination of pronunciation and translate/interpret factors will permit space to include these two dates without changing qualifications record design.

c. Utilize the following language proficiency code scale in lieu of the coding scale specified in the above reference:

<u>LEVEL OF</u> <u>PROFICIENCY</u>	<u>TESTED</u>	<u>CLAIMED</u>	<u>TESTED/</u> <u>DISCLAIMED</u>	<u>CLAIMED/</u> <u>DISCLAIMED</u>	<u>YR</u>
Native	5	F	N	Z	73
High	4	E	M	Y	
Intermediate	3	D	L	X	
Elementary	2	C	K	W	
Slight	1	B	J	V	
Zero	0	A	R	P	

STATINTL

4. [REDACTED] OP/CD, have been briefed on the interim CENQUAL system and have expressed support of its objectives.

5. Your concurrence is requested on the above interim CENQUAL system recommendations.

STATINTL

6. For additional information, please contact [REDACTED], OJCS/MSD, on x4528.

STATINTL

STATINTL

Concurred

Chief
Human Resources Systems

Interim Qualifications and Language System

C/LS/TR 426 C of C
Chm/LDC 1026 C of C

1 May 1973

Chief, Human Resources Systems
OJCS/DDM&S
GA2512 Hqs.

I concur with the recommenda-
tions contained in your memo
dtd 18 April 73, subj. same as
above.

CONCUR: 15/ EMR/jm 1 MAY 1973
Chief, Date
Language School, OTR

CONCUR: [REDACTED] 1 MAY 73
Chairman, Date
Language Development Com.

STATINTL

STATINTL Re Para 3.b.1) of your memo,
[REDACTED] no longer requires em-
ployees to be tested every three
years.

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Interim Qualifications and Language System

FROM:

C/LS/TR 426 C of C
Chm/LDC 1026 C of C

Inf

EXTENSION

NO.

DATE

1 May 1973

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Chief, Human Resources Systems
OJCS/DDM&S
GA2512 Hqs.

RECEIVED

FORWARDED

LI

I concur with the recommendations contained in your memo dtd 18 April 73, subj. same as above.

STATINTL

CONCUR:

4. STATINTL

Language School, OTR

Date

5.

CONCUR

6.

Chairman,
Language Development Com.

Date

7.

8.

25X1A

Re Para 3.b.1) of your memo, no longer requires employees to be tested every three years.

9.

10.

11.

12.

13.

14.

15.

*1 to 2 file with
subject memo.*